



THE TRUST FOR DEVELOPING COMMUNITIES

DRAFT MINUTES OF ANNUAL GENERAL MEETING

held at 6.00 p.m. on Thursday 20th February 2020
at Brighthelm Church and Community Centre, North Road Brighton

Present:

Individual Members: Jan Chmiel, Michael Creedy, Joydeep Dutta, Mary Funnell, Angela Greany, John Homewood, Annie King, Rami Mansour, Farah Mohebati, Jenny Moore, Tim Sayers, Francis Tonks and Freda Barbara Trott

Organisational members: ADHD Aware, Bevendean Local Action Team, Craven Vale Community Association, Hangleton & Knoll Project, Impact Initiatives, Purple People Kitchen, Sussex Interpreting Services, The Young People's Centre and Woodingdean Youth Centre

In attendance: Ben Aili, Massar Alhakina, Jamal Alsakka, Nour Alsaleh, Will Anjos, Chloe, Aynes, Chadia Bchir, Mary Bennett, Franca Blackman, Duncan Blinkhorn, Bouls, Sue Brown, Simon Buddein, Caroline, Norma Chawuluka, Lucy Chuchon, Damien, Debbie Corbridge, Daniel, Donna Darcy, Jo Deys, Daisy Deys, Sara Fernee, Alex Fogden, Azizia Gaddah, Manal Gharez Eddin, Chelsea Hancolt, Joanna Hill, Joy Larkin, Belen Lorca, Glyn Marchant, Paul Marley, Lawrence McAndrew, Sandie Meredith, Chandra Metha, Arriane Mullineux, Jude O'Sullivan, Tracey Partridge, Nancy Platts, Mohamad Roozgard, Linda Saltwell, Walter Savgison, Richard Scott, Tony Silsby, Tracey Silsby, Peter Spence, Robin, Rosie Stock-Jones, Dennis Trett, Mary Walker, Alaa Wehbi, Jonathan White, Ahmad Yabroudi.

The Trust for Developing Communities: Terry Adams (Community Development Worker BME Communities Engagement), Amy Allison (Community Development Worker, Queen's Park & Craven Vale), Sayanti Banerjee (BME Engagement and Link Worker), Kate Barker (Youth Work Manager), Raquel Boira-Boulding (Youth Worker), Claire Burchell (Citywide Project Manager), Ceza Da Luz (Community Development Worker Hollingdean & Saunders Park), Kalishia Davey (Community Development Worker Bevendean), Cal Chester (Community Development Support Worker), Mark Drayton (Community Development Worker, Portslade and Portland Road), Kaye Duerdoth (Director of Training & Consultancy), Sue Feighery (Brighton Streets Project Manager), Georgina Grant-Mills (Youth Worker), Athol Halle (Chief Executive), Lyndsey Haskell (Freelance Communications), Polly Labanya (Health & Wellbeing Youth Worker), Lisa Marshall (Development Manager), Adam Muirhead (Director of Youth Work), Sophie Murphy (Youth Activities Worker), Gabriella Oakley (Freelance Central Manager), Sean Older (Youth Activities Worker), Emma Reeves (Community Development Worker Turner and Eastern Road), Sue Sayers (Senior Community participation and Development Worker Peacehaven and Coldean), Anke Thurm (Community Development Worker, Moulsecoomb & Bates Estate), Caroline Vitta (Community Worker with Young People), Kirsty Walker (Director of Neighbourhoods), Adam Welton (Reboot Youth Coach) and Louise Yu (Administrator).

Apologies for absence received from: Jonathan Best, Paul Bramwell, Lou Carroll, Jo Crease, Alcira Ferrari, Valerie Foucher, Nicolette Fox, Kerry Fox, Alison Kelly, Kate Knight, Joanna

Martindale, Eileen O’leary, Trevor Povey, Mark Price, Clare Rainey, John Reading, Helen Starr-Kedde and Christopher Varrall

1. Welcome from Chairperson and apologies for absence:

The Chairperson, welcomed everyone to the formal part of the meeting and talked about the format for the evening. He mentioned that he was happy to see everyone at the AGM. He thanked all staff, volunteers, partner organisations and local council for their support.

2. Apologies for absence:

The Chairperson reported that there were some apologies received from organisations and members and the list of their names was available if required.

3. Approval of the minutes of the previous AGM:

The minutes of the 2018 Annual General Meeting held on 17th January 2018 were available at the meeting and in advance upon request. It was agreed by the members present that the minutes be accepted as a correct record.

4. Annual Report of the Trustees for the year ended 31st March 2019:

Athol Halle, the Chief Executive of TDC, delivered the Annual Report. The Chief Executive praised the work that TDC had done over the last year and expressed his gratitude towards all the members and volunteers of TDC.

The Chief Executive gave an overview of the work carried out by TDC in the year 2018-2019. In terms of Neighbourhoods, TDC continued to conduct community development work directly in neighbourhoods across the city and was able to build a range of new projects to complete and support this work. This includes continuing to supporting local food banks. TDC’s work with older people grew as part of the Ageing Well partnership.

TDC added in some brand-new individual support services, such as the MESH project which reaches out to refugees and migrants, Community Roots which offers mental health support and the new REBOOT coaching service for young people.

In terms of Youth work, TDC continued to deliver two of the city’s main youth work contracts. In the North, this included some new work in Patcham. In the East, TDC made significant progress in the East of the city, such as the two new youth cafes in Whitehawk. TDC was also involved in the Deans Youth Project, supporting delivery in Woodingdean and Saltdean. TDC also took on the Brighton Streets initiative, which is a new citywide detached youth work project.

In terms of Equalities work, TDC continued to support people from BME communities. This included delivering an employment support project, holding events related to volunteering and

health and wellbeing. The Chief Executive mentioned that TDC is aware that more work needs to be done to strengthen BME-led organisations in the city and the organisation is committed to playing a positive role in this.

The Chief Executive announced that TDC was successful in the bid to be Lead Partner to deliver a combined Community Development & Engagement contract from the Brighton & Hove City Council for the next three years. This implies that TDC will be working in close partnership with various organisations and will be taking on the responsibility to support community development across the whole city.

The Chief Executive thanked community members across the city, TDC's partners and funders including the Council, the Clinical Commissioning Group, Sussex Police, The PCC, Children in Need and Coop Foundation for their support.

5. Accounts for the year ended 31st March 2019

The Accounts included in the Report of the Trustees which was available on TDC's website and at the meeting. The Treasurer, reported that the financial year to 31st March 2019 had been a decent year for TDC.

TDC secured 20% more income as compared to the previous year. A large proportion of TDC's income was grants for charitable activities. Training and consultancy contributed to TDC's income, as well as a small amount from bank interest.

The majority of TDC's expenditure is spent on staffing. The remaining covers project costs and overheads, including office rent.

While all restricted reserves were spent on projects, TDC managed to end the year with an increase of £15,311 in unrestricted reserves. This implies that TDC maintained a healthy level of reserve, which covers four months of running costs.

It was proposed by the Treasurer and agreed by the members present that the Accounts for 2018-2019 be adopted.

Richard Scott (RS) raised the issue of adding a cash value to volunteering in the TDC's Accounts. This can be done to highlight that fact that unpaid effort has been included in helping TDC staff to enhance their work. The Chief Executive responded that this suggestion would be taken into consideration, as he acknowledged that the contribution of volunteers is essential to community groups and TDC's work.

In reference to pages 27-29 of the Accounts, RS raised the issue of including lists of restricted and unrestricted funds. The Chief Executive responded that there was no large amount of unrestricted income and most of it were spent on delivering projects. He would take the suggestion into consideration and provide more details in relation to unrestricted income.

6. Appointment of auditors:

The Chair reported that Chariot House has provided audits for our accounts for 2018-2019. The Trustees recommended carrying a full procurement of auditors for next year's accounts.

Jenny Moore raised the issue about the reasons for changing auditors. The Chief Executive responded that this idea originated from the fact that Chariot House had been providing audits for TDC for over 7 years and this was deemed good practice.

RS raised the issue of whether TDC members would have a choice on the new auditors chosen. The Chief Executive requested that the members delegate the decision of who to appoint to the Trustees and to ask them to perform a through procurement process. It was agreed that after having done the accounts for one year that the decision would be brought back to the Members to decide whether to continue with the new auditor.

All members present agreed to start the full procurement of auditors – to delegate the decision to Trustees and to review at the next AGM.

7. Election of Trustees:

It was reported that in accordance with TDC's Memorandum and Articles of Association, a third of the Board must retire by rotation, but may stand again.

The Chair reported that three trustees had stepped down during 2018-2019. They are Nick Ashwell, Gail Findlay and Laura Williams. The Chair also expressed gratitude to John Homewood, who stepped down that evening.

Two new trustees were co-opted in 2018-2019. They are Jan Chmiel and Lucie Marley. The Chair requested members to formally elect these two trustees.

Ballot papers and nomination statements had been given to members on arrival at the meeting.

Joanna Hill offered to act as non-voting volunteer scrutineer. The meeting accepted her offer with gratitude.

Ballot Result:

It was announced that Jan Chmiel and Lucie Marley had been elected on the board.

NOTE:

The formal AGM closed at 6:45pm and the meeting was invited to enjoy refreshments in the auditorium. This was followed by the Community Champions Awards and a showcase of various community groups that TDC had worked with in 2018-2019.